

CERTIFIED LATENT PRINT EXAMINER

DEFINITION

Under direction of the Police Criminal Investigations Bureau Lieutenant, performs the identification, development, and comparison of latent print evidence from items found at crime scenes or submitted to the laboratory for examination or comparison; documents the collection and comparison of evidence via standard documentation, photographic and digital imaging or other methods; writes reports based on the processing of prints; operates latent print and 10-print systems associate with automated fingerprint identification systems; testifies in court; and performs related duties as assigned.

DISTINGUISHING CHARACTERISTICS

This is an advanced journey, non-sworn professional classification. Incumbents are responsible for conducting fully independent latent print casework and automated latent print searches, assisting at crime scenes, all aspects of documentation, and testifying in court as an expert witness. Employees are required to be fully trained in all procedures related to latent print identification and comparison and perform the most difficult and complex assignments related to latent print identification and comparison. The position exercises a high degree of responsibility and independent decision making.

SUPERVISION RECEIVED

General direction is provided by the Criminal Investigations Bureau Police Lieutenant, or designee.

SUPERVISION EXERCISED

May provide supervision over lower level professional and technical staff.

ESSENTIAL DUTIES

Duties may include but are not limited to the following:

Analyze, compare and evaluate latent and exemplar finger and palm prints, including whole, partial, fragmentary or distorted prints, for purposes of establishing inference for identification or exclusion.

Automate latent finger and palm prints in local, state and national automated systems.

ESSENTIAL DUTIES (continued):

Utilize magnifiers, ridge counters, scanners, digital microscopes, computer imaging enhancement software, and other technical and scientific equipment for capturing, observing and comparing latent fingerprint and palm prints.

Write fingerprint analysis reports to document opinions and conclusions.

Prepare technical summaries for analysis, comparison and evaluation of complex print impressions.

Receive and respond to inquiries by Federal, State and local law enforcement agencies, attorneys, and other identification units.

Perform routine office functions such as word processing, filing, and record keeping, including the preparation of materials for training, consultation and court testimony.

Classify, analyze, process, compare and evaluate ten-print booking transactions and records into Automated Fingerprint Identification Systems (AFIS).

Testify in court or other legal proceedings as an expert witness regarding all aspects of assigned duties.

Research technical journal, textbooks, chemical manuals and other source materials to determine the best methods of performing latent print processing and development.

Conduct research into new methods and procedures of scientific criminal investigation, specifically in the realm of latent print comparison and/or processing and development of latent prints.

Review casework from colleagues.

May assist in training of new or less experienced staff.

Performs related duties as assigned.

JOB RELATED AND ESSENTIAL QUALIFICATIONS

Knowledge of:

Fingerprint classification systems and theories, principles and scientific basis for fingerprint identification.

JOB RELATED AND ESSENTIAL QUALIFICATIONS (continued):

Knowledge of (continued):

Processes for the development of latent prints from surfaces and objects in the field and laboratory setting.

Automated fingerprint identification systems.

Newly developed methods and procedures regarding latent print development, analysis, identification and comparison.

Cameras or other devices to document findings.

The criminal justice system.

Safe work practices in a laboratory setting and at crime scenes.

Office procedures, methods, and equipment including computers and applicable software applications.

Pertinent federal, state and local laws, codes, and regulations.

Ability to:

Communicate clearly and concisely, both orally and in writing.

Recognize and distinguish patterns that are necessary to latent print comparison processes.

Compare latent prints for identification purposes.

Utilize appropriate methodology for development of latent fingerprints.

Locate, collect and develop latent fingerprints or other impression evidence at crime scenes and in a laboratory setting.

Prepare and maintain all necessary laboratory records and technical reports.

Prepare and analyze complex reports of a general and technical nature.

Provide expert testimony and prepare suitable court exhibits.

Maintain and make minor adjustments and repairs to equipment routinely utilized.

JOB RELATED AND ESSENTIAL QUALIFICATIONS (continued):

Ability to (continued):

Establish and maintain effective working relationships with those contacted in the course of the work.

Work effectively in a highly structured, rank-organized environment.

EXPERIENCE AND EDUCATION

Any combination equivalent to experience and education that could likely provide the required knowledge and abilities would be qualifying. A typical way to obtain the knowledge and abilities would be:

Experience: Four (4) years of progressively responsible experience in latent print comparison and identification including at least two years conducting independent latent print comparison and identification casework.

Education: Equivalent to a Bachelor's degree from an accredited college or university with major course work in Chemistry, Physics, Biology, Mathematics, Forensic Science, or a closely related field.

Licenses and Certificates: Possess and maintain a valid California Class C Driver's License. Possess a current certification as a Certified Latent Print Examiner by the International Association for Identification (IAI) is required.

SPECIAL REQUIREMENTS

Essential duties require the following mental and/or physical abilities and work environment: work in a standard office environment and use standard office equipment and current software; grasp, perform repetitive hand movements and fine coordination to prepare documents and data using a computer keyboard and mouse/trackball; sit for prolonged periods of time; stand, walk, reach, bend and safely lift and move equipment and materials weighing up to 35 pounds; work in an environment consisting of controlled substances, firearms, and potentially biological contaminated items; converse by telephone, by email, in person, and be clearly understood; read and comprehend legal, technical and complex documents; interact with the public and all different levels of City staff in an effective and professional manner.. Essential functions must be performed with or without reasonable accommodation.

PROBATIONARY PERIOD: One (1) year

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AAP GROUP: 2

City of Hayward  
Certified Latent Print Examiner  
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FLSA STATUS: